

**Regular Meeting of the Alleghany County Water District Board of Directors  
Tuesday November 9, 2021 Meeting was over the phone**

**1. Call to Order & Establish a Quorum** The meeting was called to order by President Mehrmann at 6:08 pm. Directors present: Tobyn Mehrmann, Nancy Finney, and Coral Spencer. Robbin DeWeese was absent. Also present, CWO Bruce Coons; GM Rae Bell, and Secretary Amber Mehrmann who took minutes. Public present: Vicky Tenney

**2. Consent Calendar: agenda, minutes and treasurer's report:**

a.) A motion to approve the consent calendar with one correction to the agenda and Sept. treasurer's report was made by Nancy Finney and Coral Spencer 2<sup>nd</sup> Ayes: **Tobyn Mehrmann, Nancy Finney, and Coral Spencer** Nays: **0** Absent: **Robbin DeWeese** Abstain: **0**

**3. Information/Discussion Items**

a) **Correspondence:** None

b) **SRF Projects Update:** Any updates are in writing in the packet.

c) **Board/Staff Reports: CWO and GM Report:**

CWO: Bruce reported that the total finished water produced in September was 212,650 gallons and the average raw water flow Gallons per Minute were 53 gallons. The total finished water produced in October was 141,460 gallons and the average raw water flow Gallons per Minute were 58 gallons.

- The chlorine analyzer is dying, it is stuck and will not recalibrate. Bruce is now taking the chlorine reading with the portable unit. The analyzer will be replaced as part of the SRF project at the Ram spring.

- There were a couple of customer leaks at the end of October beginning of November.

- Samples were taken on the 5<sup>th</sup> and came up positive for cholorm. The samples were retaken from five different locations and all came back negative.

- Bruce shocked the tank and ~~added chlorine~~. *increased chlorine on pump*

- The pumps are coming on in two days.

- Cemetery and park water are shut off for winter.

- On October 29<sup>th</sup> it was discovered that that the 150,000 tank was leaking from the bottom.

Staff is in the process of switching to the smaller temp tanks so that the big tank can be drained to examine the problem. This entails filling the temp tanks, then draining them (to clean them) and then refilling them.

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G.M.: Rae reported that she has been busy working on the situation with leaks in the tank and taking extra water tests.

d) **Historical Church/Library Report:** none

e) **Park Report:** water is shut off for the winter and the flag is still not up.

#### **4. Unfinished Business**

a) **Customer Accounts/Billings/Disconnects:** One 48 hour notice was sent out and it was paid.

b) **There is still a position vacant on the board.**

c) **Ordinances:** None were prepared

d) **Rate Study:** Vicky Tenney asked how much the rate is going to go up. Rae informed that there aren't any changes at this time. The rate study is for informational purposes and the board has to decide what to do with that information. The current rate is 8,000 gallons for \$40. The water board had to have a rate study that was less than 5 years old for the SRF project, but no actions needed to be taken at this time. There was further discussion that if the rate were to be raised there would have to be a public hearing first.

#### **5. New Business**

a.) It was questioned whether we should suspend the drought contingency plan due to the rain. Rae was unsure of whether to end it now or wait for the state to say the drought is over. Tobyne says he is o.k. with the decision either way and Nancy and Coral felt we should wait for the state on the o.k. to end it.

b) Approval of Operations and maintenance manual. Coral Spencer makes the motion to approve and Tobyne Mermann 2nds **Ayes: Tobyne Mehrmann, Nancy Finney, and Coral Spencer Nays: 0 Absent: Robbin DeWeese Abstain: 0**

c) The December meeting was canceled by consensus, due to the holidays and there being no pressing business.

**6. Public Response Time:** None


#### **7. Next meeting Date, Items for next Agenda and Adjournment**

Next meeting will take place January 11, 2022 at 6:00 P.M.

There is still a Board Vacancy open to anyone who is registered to vote.

There being no further business before the Board, the meeting was adjourned at: 6:55 P.M.

Minutes respectfully submitted,

  
\_\_\_\_\_  
Amber Mehrmann, Secretary

# Alleghany County Water District

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~ Established March 8, 1939 ~

## CERTIFICATE OF POSTING

I, Rae Bell Arbogast certify that the following document was posted on behalf of Alleghany County Water District, Sierra County California:

Agenda, Meeting Date 11/9/21

In the following location(s):

Alleghany Post Office Bulletin Board Packets placed in box.  
On the District website alleghanywater.org  
Emailed with meeting packets to agenda email list.

On 11/6/21

A copy of which is attached hereto and by reference made a part herof.

Signed under penalty of perjury: X

Rae Bell Arbogast  
Rae Bell Arbogast



# NOTICE

## OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF ALLEGHANY COUNTY WATER DISTRICT

**Date: Tuesday November 9, 2021 Time: 6:00 pm**

**Phone Conference - Dial-in number (US): (978) 990-5144 Access code: 6919768#**

**All meeting documents available online: [alleghanywater.org](http://alleghanywater.org)**

**Send an email to: [alleghanywater@gmail.com](mailto:alleghanywater@gmail.com) for meeting notices.**

This agenda has been prepared and posted at least 72 hours prior to the regular meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference in the box at the Post Office at the time of agenda posting or on the district's website: [alleghanywater.org](http://alleghanywater.org)

1. Call to Order & Establish a Quorum
2. Consent Calendar
  - a) Approval of the agenda
  - b) Reading and approval of the minutes for the regular meeting dated October 12, 2021
  - c) Ratification of Treasury Report and bill payments for the month of October 2021.
3. Information/Discussion Items:
  - a) Correspondence –
  - b) SRF Projects Update –
  - c) Board/Staff Reports – Chief Water Operator (CWO) & General Manager (GM)
  - d) Historical Church/Library report –
  - e) Park report –
4. Unfinished Business (Discussion & Possible Action Items):
  - a) Customer Accounts/Billings/Disconnects: to be provided at meeting.
  - b) Ordinances, Policies & Procedures and Bylaws: Nothing prepared in time for meeting
  - c) Status of vacancy on the board
  - d) Rate Study Q & A.
5. New Business (Discussion & Possible Action Items):
  - a) Suspend drought contingency plan due to recent rains.
  - b) Approve Operations and Maintenance Manual (O&M manual)
  - c) Consider cancelling the December meeting due to the holidays and no pressing business.
6. Public Response Time: The public may be heard before or during the consideration of any agenda item to be considered by the board, subject to reasonable time limitations for each speaker. Members of the public may address matters under the jurisdiction of the Board of Directors, and not on the posted agenda, provided that no action shall be taken by the board unless the matter is deemed urgent by a 2/3 vote. Per the district's bylaws, complaints about board members or district staff are to be submitted in writing (not to be aired at meetings).
7. Next meeting date, Items for next Agenda & Adjournment. Next meeting date: December 14, 2021 6:00 pm.

**Ram Spring Improvement Project ~ State Revolving Fund (SRF) Project**  
**Report for ACWD BOD Meeting Date: 11/9/2021** Prepared by GM Rae Bell

Changes since last report are highlighted.

This project is related to the planning project approved for funding in 2015 and completed in 2020. The planning documents (plans and estimates) are approximately 90% complete. The remaining planning work will be the first phase of this project after the application process is completed.

There are four application packets that must be completed to apply for funding: General, Financial, Technical and Environmental.

- The General application packet with all attachments was submitted on 4/25/2020
- The Financial application packet with all attachments was submitted on 5/5/2020. ~~Due to the amount of time that has passed, a few of the attachments will have to be updated.~~ Several attachments were recently updated and have been resubmitted. Engineer Kip Lybarger is working on an updated budget figure (total cost) for the entire project.
- The Technical Packet is almost done. ~~on hold while the TMF (Technical Managerial and Financial) analysis and a new rate analysis are done with the help of RCAC (Rural Community Assistance Corporation).~~
- The Environmental packet was reviewed by the State and was submitted in October 2021.

Technical, Managerial and Financial (TMF) Analysis & Tune-up

2020

- The Emergency Response Plan was finished as approved by the ACWD board in November<sup>2020</sup>. The binder is at the pumphouse. Changes from October 2021 have been incorporated.
- The job descriptions were sent to the HR attorney for review and need to be finalized by the ACWD board.
- The Operations and Maintenance (O&M) manual is done.
- Rate Analysis: Done

Environmental and Technical Packets Technical Assistance Request

RCAC will be requesting another extension. They have been approved for an extension through March 31, 2022. Even though the environmental packet is completed, part of the environmental technical assistance that we are getting from RCAC is to complete the permits as well. Right now a determination is being made as to whether-or-not the Ram Spring falls under the jurisdiction of the Army Corps of Engineers. Enplan is the environmental firm contracted by RCAC to do the actual work. I am happy to say that Don Burke the owner of ENPLAN really knows his stuff when it comes to the environmental permit process.

~~I have a meeting scheduled with the RCAC rep. on Monday Sept. 13<sup>th</sup> to discuss the remaining items and how much time to request.~~

**Disclaimer** "Funding for these projects has been provided in full or in part through an agreement with the State Water Resources Control Board. The contents of this document do not necessarily reflect the views and policies of the foregoing, nor does mention of trade names or commercial products constitute endorsement or recommendation for use."